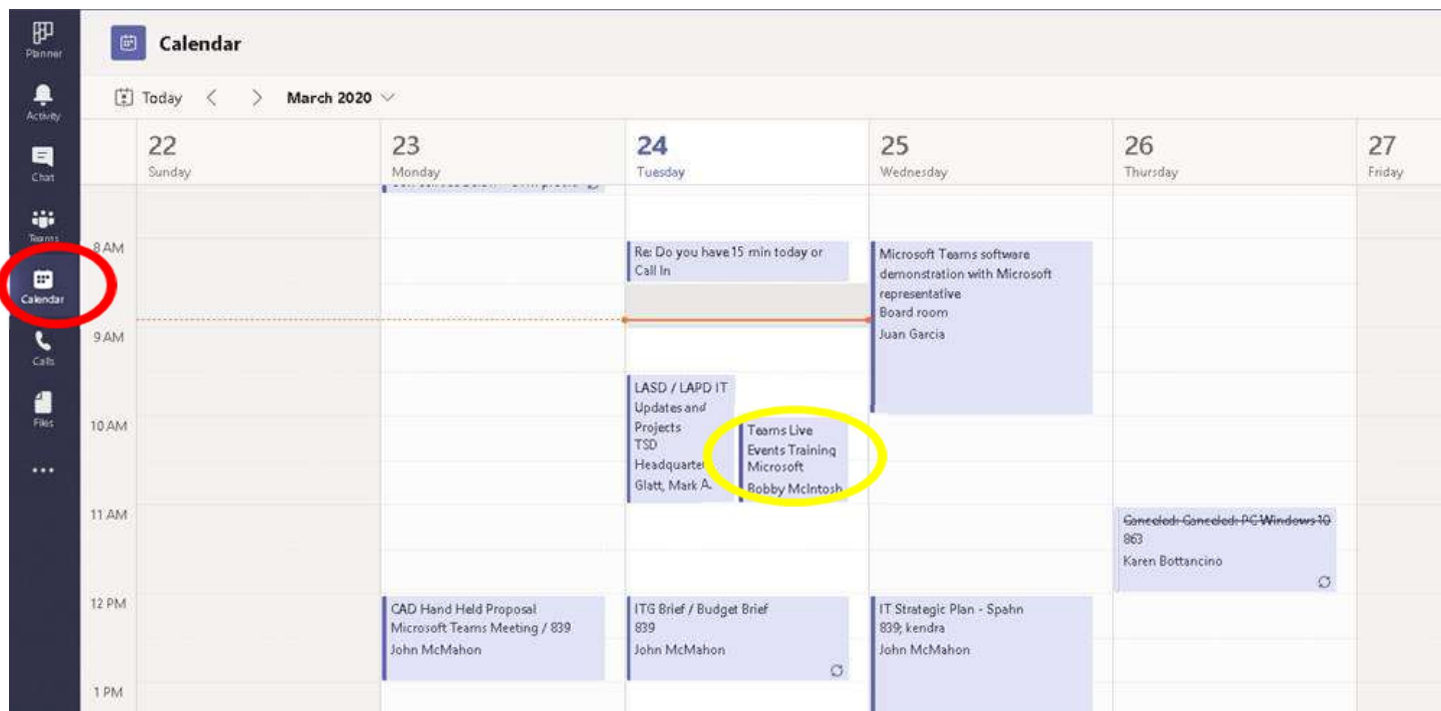


Robert Bean

Subject: FW: Microsoft Teams

To join the meeting today open the Teams app. Then click on the calendar icon on the far left side of the screen (red circle), it will open your calendar. Then click the meeting you would like to join (Yellow circle).



It will then open the meeting and you only need to click the Join button (Green circle) or the link for *Join Microsoft Teams Meeting* (Blue circle), either or.

